

## INTERNSHIP APPLICATION

In accordance with the Rules of the House of Representatives, please review the following statement and indicate that you have read by the statement by signing your name below.

*"A volunteer should be required, in advance and in writing, to serve without compensation and to not make any future claim for payment, and acknowledge that the voluntary service does not constitute House employment."*

*"Volunteers... should be made aware of the implication their actions have for the Member in whose office they work... although not House employees, they will conduct themselves in a manner which reflects credibility on the House."*

By signing below you agree to these provisions.

\_\_\_\_\_  
Printed Name Signature Date\_\_\_\_\_

Permanent Home Address Residential/School Address  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Date of Birth  
\_\_\_\_\_

University/College: \_\_\_\_\_

Will this internship be applied toward degree requirements:

Major/Minor and Cumulative GPA: \_\_\_\_\_

Anticipated Graduation or Graduation Date: \_\_\_\_\_

Please check which semester/period you are applying for  
☐ Fall ☐ Spring ☐ Summer Session 1 ☐ Summer Session 2

Will you be available full time or part time:

\_\_\_\_\_  
Please check which office you are interested in interning for  
☐ Washington, DC ☐ Rogers, AR ☐ Harrison, AR ☐ Fort Smith, AR

**Please fax this application along with the following materials to 202.225.5713**

- Copy of a current resume
- Two letters of recommendation-one academic and one personal along with their contact information
- One page essay that addresses the following: Any notable academic experiences or honors, extracurricular activities, work experience, goals for this internship, long-term career goals and any additional qualities that you deem would be helpful in a Congressional office.

**If you have any questions call 202.225.4301 and ask to speak with the Intern Coordinator**

